

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
MEETING**

September 23, 2013

Richmond, Virginia

Members Present

Mr. J. P. Carr
Mr. Anthony Clatterbuck
Mr. Bill Darden
Ms. Susan Dewey
Mr. Steve Semones
Mr. Rick Witt
Mr. John Ainslie
Mr. Robert Kaplan
Mr. Jim Hyland
Mr. Roger McLellon
Mr. Tito Munoz
Mr. Robby Dawson

Members Absent

Mr. Jim Petrine

Call to Order

Mr. Anthony Clatterbuck, Chairman of the Board of Housing and Community Development, called the meeting of the Board to order.

Roll Call

The roll was called by Mr. Steve Calhoun of the Department's Policy Office. Mr. Calhoun reported that a quorum was present for the meeting.

Public Comment

There was no one requesting to speak, the public comment session was closed.

Approval of Minutes

A motion was made to approve the minutes of the July 22, 2013 meeting of the Board. The motion was seconded and passed. Mr. Dawson, a new member to the Board, did not vote on approval of the minutes.

Regulatory Update

Mr. Emory Rodgers, Deputy Director of the Division of Building and Fire Regulation, reported on the meetings of work groups considering regulatory amendments and provisions. Mr. Rodgers also provided an update on the Administrative approval of the regulations that are not exempt from the Administrative Process Act and on the dates of upcoming meetings.

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| Amusement Device Technical Advisory Committee | There were four resumes received by the Department of Housing and Community Development from individuals who are interested in filling the vacant position on the Board's Amusement Device Technical Advisory Committee (ADTAC). These resumes were provided to the Board. There was a discussion among Board members about the best way for the Board to proceed in considering the applicants for appointment to the committee. After discussion, Mr. Steve Semones made a motion to request that DHCD staff, with the assistance of the ADTAC, develop criteria for the Board to evaluate the candidates for this opening on the committee. The Board will use the criteria to assist them in selecting a candidate. Staff also will let each of the candidates know of the December 16, 2013 meeting of the Board when the appointment will be considered. The motion was seconded and unanimously passed. |
| VHDA Report | Ms. Susan Dewey, Executive Director of the Virginia Housing Development Authority, reported on foreclosure issues and the Foreclosure Task Force. Ms. Dewey also reported on the federal low-income housing tax credit program. |
| VFSB Report | Mr. John Ainslie reported on the August meeting of the VFSB. Mr. Ainslie reported on burn building grants, burn building renovation grants, fire and EMS data and a report on fires from the State Forester. |
| Report of the Director | Mr. Bill Shelton, Director of the Department of Housing and Community Development reported on recent meetings of Virginia Housing Commission, its work groups and the issues they are considering including issues related to the USBC and the SFPC. Mr. Shelton also reported on HUD's Performance Based Contract Administration (PBCA) and the Housing Trust Fund. Mr. Shelton reported on recent CDBG awards and provided a handout summarizing those awards. |
| Unfinished Business | Mr. Tito Munoz commented on the letter to the Board from the County of Fairfax Board of Supervisors. |
| New Business | None |
| Board Matters | None |

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Future Meetings

There will be a meeting of the Statewide Fire Prevention Code Development Committee and the Codes and Standards Committee on **October 28, 2013** to continue work on recommendations for final regulations. The next meeting of the full Board will be held on Monday, **December 16, 2013**..

Adjournment

Upon motion duly made and seconded, the meeting was adjourned.